

**Precast Subtask Group
Planning Meeting
December 11, 2014
9:30 – 11:30
MINUTES**

Precast Subtask Group Members:

Keith Hoffman – Precast Concrete Subtask Group Co Chair	Present
Cliff Ohlwiler – Precast Concrete Subtask Group Co Chair	Not Present
Doug Mooradian	Present
Mehdi Parvini	Present
Jim Ma	Not Present
Kirsten Stahl	Not Present
John Lammers	Not Present
Jim Cotey	Present
Tinu Mishra	Not Present
Don Reding	Not Present
Tracy Vacura	Not Present
James Sagar	Present
Larry Gielenfeldt	Not Present
Farshad Mazloom	Not Present
Jerry Lucenczyn	Present (For Mr. Mazloom)
Paul Fayer	Present
Jeff Friedman	Not Present
Russell Tripp	Present
Guests:	
Chris McDermott	Present

1. Welcome
2. Purpose of meeting – Briefing of STG activities by representative of the functional unit, garner a general status of milestones, create a forum for discussion and feedback, create a list of action items, and review schedule for near-term and for long-term.
3. Mr. Hoffman went through a round of introductions and presented the purpose of the meeting. It was mentioned that the goal of this meeting was to ensure that all members of the Precast STG were on the same page in terms of activity milestones and action items.

The first topic of discussion was previous action items. Mr. Fayer indicated that Mr. Reding will change the specification regarding the use of external vibrators at precast facilities to reflect the intent of the 2006 Standard Specifications. The 2010 Standard Specifications require Engineer approval prior to using external vibrators. The 2006 Standards did not have this requirement. No other issues were noted regarding previous action items.

The next topic of discussion was the “Pretensioning Jack Calibration” activity. Mr. Fayer and Mr. Lukkarila provided an update of this activity and indicated that the revised specification is nearly complete, however, there were a few details on which the team could not reach consensus. Mr. Hoffman asked Mr. Lukkarila to the RPC dispute resolution process and requested that Mr. Lukkarila lead the team through that process if consensus could not be reached. Mr. Hoffman noted an action item for Mr. McDermott to send the RPC dispute resolution process to Mr. Lukkarila.

The next topic of discussion was the “precast pavement” activity. Mr. Hoffman indicated that the activity was complete at the STG level and was being discussed at the TG level. It was noted that the STG can still formulate lessons learned for continuous improvement opportunities.

Mr. Hoffman then provided an opportunity for the group to add items to the bin list for the next fiscal year. The items that were discussed to add to the bin list were as follows:

- Provide another opportunity to incorporate lessons learned on PC Pavement specifications.
 - Goal: Turn nSSP to SSP through lessons learned captured from projects that used the nSSP.
 - Champions: Doug Mooradian and Mehdi Parvini
- MPQP/CT109 requirements for Precast plants.
 - Goal: Investigate if weights and measures regulations apply to precasters and update MPQP process for precasters if needed.
 - Champions: Keith Hoffman and Cliff Ohlwiler
- Quality Assurance and Quality Control – Review of efficient uses or resources based on new tier list in 90-4.
 - Goal: Investigate to see if resources can be used more efficiently at precasters
 - Utilize the DIME database for documentation for QC/QA
 - Preapproved mix designs
 - Champions: Doug Mooradian and Keith Hoffman

Mr. Hoffman then opened the meeting up for a roundtable discussion. There were no issues raised.

3. Next meeting: March 12, 2014: Precast Sub-Task Group Meeting, in-person in Sacramento. Meeting will be for all members of the STG (CT and Industry).

Action Items from December 11, 2014	Due Date	Responsible Staff	Status
Send RPC dispute resolution information to Mr. Lukkarila	12/11/2014	Mr. McDermott	Complete
Add the above listed items to the bin list	12/19/2014	Mr. McDermott	Complete

Decisions Made from December 11, 2014
Items above added to bin list